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Reports

6/20

Chief, Management Staff

20 June 1956

Chief, O&M Staff (DD/P Area)

RETURN TO
RECORDS MANAGEMENT DIVISION

DD/P Area Weekly Report for Period 14 June 1956 Through 20 June 1956

1. Accomplishment

a. T/O's Processed

| | <u>Examiner</u> | <u>Control No.</u> | <u>Org. Element</u> | <u>No. Positions</u> |
|---------|-----------------|--------------------|---------------------|----------------------|
| 25X1A9a | | (1) MS-879 | EE | 20 |
| | | (2) MS-881 | OC | 2 |
| | | (3) MS-889 | EE | 2 |
| | | (4) MS-890 | NEA | 2 |
| | | (5) MS-896 | FE | 2 |
| 25X1A9a | | (6) MS-884 | WE | 5 |
| | | (7) MS-887 | OC | 1 |
| | | (8) MS-891 | OC | 4 |

2. Current Assignments

| | <u>Examiner</u> | <u>Project</u> | |
|---------|-----------------|--|--------|
| 25X1A9a | | (1) MS 6-44, Administrative Burden at Small Stations | |
| | | (2) MS 6-32, Follow-up on National Agency Name Checks | |
| | | (3) MS 875, OC, Supplemental Programs Division T/O, (Foreign Field) | 25X9A2 |
| | | (4) MS-888, OC, Supplemental Programs Division T/O, Positions (Headquarters and U. S. Field) | 25X9A2 |

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| | <u>Examiner</u> | <u>Project</u> | |
|---------|-----------------|--|--------|
| 25X1A9a | ██████████ | (5) MS 6-29, DD/P Mail Procedure, Employee Suggestion No. 2161 | |
| | | (6) MS 6-33, (Pneumatic) Tube System | |
| | | (7) <u>MS 6-42</u> , CS Information Reports Distribution Analysis and Procedures | |
| | | (8) Special Study on EDP | |
| 25X1A9a | ██████████ | (9) Staff Agent Employee Study | |
| | | (10) <u>MS 6-35</u> in Conjunction with MS-801, Development of Far Eastern Printing Facilities | |
| | | (11) MS-885, WE, Redesignation of Position, CI Staff to WE Div., V to UV, 2 Positions | |
| 25X1A9a | ██████████ | (12) MS-892, PP, Conversion of Position BW 279, Hdqs V to UV, 2 Positions | |
| | | (13) MS 5-38, T/O System Analysis, Manpower Control | |
| | | (14) MS 6-34, DD/P Reports Control Program | |
| 25X1A9a | ██████████ | (15) <u>MS 6-30</u> , DD/P Forms Program | |
| | | (16) MS 6-46, DD/P Business Machines Facilities | |
| | | (17) MS-854, WH T/O Increase, ██████ Positions | 25X9A2 |

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